

The IADA News

Newsletter of the
Indiana Activity Directors Association
*Indiana's professional and credentialing association for
Activity Professionals in Long-term Care, Assisted Living, and Adult Day Services*



Spring Quarter 2015

Keeping You Informed

Grey Areas for Activity Directors

By Brian Daniels, Director of Program and Services, Timbercrest

Services for older adults and long-term care are a world of black and white. There are rules (and *more* rules) and policies (and *more* policies) and plenty of people interpreting those rules. They create a culture that is very black and white.

Into that black and white world comes the Activity Director, who works in a world of “grey.” And those grey areas can confound, upset, and stupefy the rest of our black and white world. Here are some grey areas you may find yourself in:

- 1) **Flexible scheduling.** This is a grey area because it is unlike scheduling in most departments. Let’s say you are at your facility until 9:00 p.m. for an evening program, so the next morning, you come in at 10:00 (of course, with administrator approval). Or you can use “comp time” to make up for extra hours, etc. That is flexible scheduling.
 - *Managing your own time well, not being lazy, and good communication are what makes flexible scheduling work.*
 - Don’t surprise others by not showing up and then saying you’re flexing your schedule. Cover your bases for times you’ll be gone – plan ahead, keeping everyone informed.
- 2) **When is the Activity Room your space – and when is it everyone else’s?** This grey area can be a constant struggle. Have you gone into the Activity Room in the morning to find that the night shift had a pizza party and failed to clean up... or something like that? Are you about to have your small group only to find that Nursing is having an in-service there? Or you went to start your Cooking Club only to find that someone drank the juice you bought?
 - *Boundaries are important to make – which can be tough.* Cooperation with other staff and departments is vital, but to work effectively, you should set boundaries for the Activity Room and Activity property

(and respect others' boundaries). Inform other staff of the Activity Room schedule: it's not just space waiting for something to happen.

- If your office is in the Activity Room (or doubles as the Activity Room), this is especially important. *Work at your desk is important*: charting, planning, newsletter writing. Consider how you can help others respect your time and space; do the same for them.

3) **Do you have to wear a hairnet and gloves to serve refreshments at a party?** This grey area is part hearsay, part urban legend and part regulation. *Your company policy may dictate otherwise, but you do not have to wear these for activities*. I talked with three different dietary consultants and several certified food handlers. In the kitchen – where meals are prepared for everyone – hairnets are required. The use of gloves was not seen as a “sanitary” issue but as a personal cleanliness issue for staff – less washing up afterwards.

- *Food preparation in activities (Cooking Club, for example) requires cleanliness*. Clean up afterwards requires using the sanitary dishwasher in Dietary. However, residents participating (cutting, mixing, mashing, etc.) don't require gloves or nets and neither do you. You are preparing an activity, not a required, scheduled meal.
- *Make it fun if your company requires hair covering*. State regulations accept caps as hair covering – find a ball cap that can be your “cooking cap.” Get a “chef hat” (called a *toque*) for Cooking Club. They're cheap enough to get one for everyone in the club.

4) **Who's the boss?** This can be a grey area without clear job descriptions and open lines of communication. Is your boss the CNA who tells you everyone on her hall “is down” and can't come to the party? Is it the QMA who brings meds in during the group activity? Is it the DON, who you happen to see more than the Administrator?

- Many companies have different structures, but as an Activity Director, *you should be a department head or perhaps coupled with Social Services*. You should be accountable to an Administrator or Director of Operations, not another department head (like the DON).
- If you are in a multi-person Activity Department, *be sure that your line of accountability goes through the Activity Department*. ADs are trained for the unique work of providing meaningful and purposeful activities for the people who live where we work.
- Remember, being pushy or loud doesn't make someone your boss – it just means they're pushy and loud.

5) **Coming to activities?** You've heard it before: Just two minutes ago, Agnes told you she wants to come to German Club. You're ready to start and Agnes is nowhere. You ask her aide who says, “She told me she wants to lay down.” You have found the grey area!

- *The right to self-determination of activities is protected for residents* and many have a hard time recalling from one moment to the next what they want to do. At the same time, too often people are put in their chair or given a nap for the convenience of a CNA. And who can blame them? Perhaps the only person more over-worked and underpaid than an AD in your facility is a CNA.

- *Cultivate cooperation with Nursing staff:* when you bake cookies for residents, make enough to share at the Nurses stations; Having a theme day? Give them enough notice so they can “dress up” too. Give them affirmations – “thanks for bringing Agnes” goes a long way to helping her get there the next time.
- 6) **That program that stinks.** Whew! This is can be a touchy grey area. So the Church up the road sends their quartet and they are awful. But they’re willing to sing and it fills the Sunday afternoon time, so why not keep them?
- *If you’re not enjoying it, what makes you think residents are?* Good performers or crafters or speakers are good no matter what their musical style, medium, or topic happen to be. It may be better not to have a program than to have a slip-shod or bad one.
 - *Don’t get caught by guilt* – if a program is bad, either work to improve it or drop it. Sometimes people say, “But I just love to work with the old people.” Send them to the place across town, then. The people who live where you work deserve quality.
- 7) **“What’s best for the residents...”** Funny how everyone knows “what’s best” for the residents – and that’s where you find the grey area. The housekeeper knows the resident likes to watch “Guiding Light” at the same time she’s cleaning her room. The Maintenance Guy just knows the resident would like Metallica while he’s working on his plumbing. The AD knows that the group wants store bought pizza better than taking the time to make it by hand.
- *What’s best for the residents is what the residents want.* Often residents are in a mode of appeasement: they want to make you happy because their life and care is in your hands.
 - *What’s best for them is documented:* You have your activity assessment, Social Services has their social history, Dietary has their food preferences, and the Care Plan Team has goals for their progress.

There are many grey areas for Activity Directors in the black and white world of long-term care. Work in them with respect for other staff and dignity for residents and you will find success.

The President’s Desk

By Barb Eckert

I have had the pleasure of serving this wonderful organization as your president beginning in 2010. There has been great Leadership that passed the IADA baton. IADA is fortunate enough to be able to have five of those presidents still getting mail and emails and they are Mary Sciscoe, Ada Morris, Don Warner, John Rowlett and Glenda Dearth (page five of your IADA 2015 Membership Directory). Mary Sciscoe was our very first president that helped blaze the trail and Ada Morris served two terms and was also the executive director of this organization. We also currently have two former presidents are still involved with IADA (John Rowlett and Glenda Dearth. I wanted to take the time to thank each of them for their time and dedication that was devoted to this professional organization.

Change is difficult for all of us. Whether it is change in leadership, change in forms, change in our jobs, change in our lives, change in our health, change in our families we all experience change every day. Sometimes it feels like some people are dealt curve balls more than others and we don’t know why and may never know why. We all come across those curve balls in our lives and we have to be ready to handle it. Sometimes we are totally

caught off guard. That is when you need to lean on your TEAM. Maybe your TEAM is your co-workers, maybe your TEAM is your FAMILY, maybe your TEAM is your CHURCH FAMILY, maybe your TEAM are professionals just like you. No matter what your TEAM we all need to learn to rely on your TEAM. The Bible says that the Lord will not give you more than you can handle and my response many of times has been “I wish he didn’t trust me so much”.

There have been times in my life that I have been dealt LIFE. Many times not sure how I was going to get through it but each time I survived the situation only to be more knowledgeable and hopefully better informed about decisions that I need to make and it is the same with your IADA Board. This board has tried to keep membership in mind with decisions that are made. All of the state and district officers of IADA are VOLUNTEER. There is NOT one paid person. Everyone that presently serves on this board works a full-time job with the exception of one person that is retired. Does this board always agree on everything – NO. Does this board sometimes have difficult challenges and decision that come up – ABSOLUTELY. This board does not always make the right decision; however, if this board makes a decision that flops then the board goes back to the drawing board but NEVER gives up. As I said before this board serves the membership.

The 2015 Membership Directory print is small and I have already addressed this with the printer. The printer got a new program and was searching for clarity and did not check that the program changed the font size. I apologize for the inconvenience of this.

Being able to pay by credit cards on the website has been put on hold at the present time. Our web host is able to secure our website with your personal information but once that information is passed on our Treasurer he has no way of making sure that Hotmail is secure with your information. What has been decided is that the board will wait until our current contract has expired and will look at other options available while keeping in mind that we want your personal information secure. Also, please know that IADA DOES NOT share your membership information with anyone other than members.

We have been fortunate enough to hold a MEPAP Part 2 which there are currently fifteen in attendance; in addition, IADA has just completed the spring MEPAP Part 1 course and is already making plans for the fall course. For more information please contact Glenda Dearth at 765-618-7426.

IADA has secured a discount rate of \$80.00 at the Drury Inn & Suites, 9320 N. Michigan Road, Indianapolis 46268, phone 317-876-9777. Any IADA member can use the IADA BizTrip Corporate ID #324886 for this rate during 2015. This rate only applies to the Drury on Michigan Road. Please take advantage of this discount because in November 2015 we will be evaluating how many rooms were booked and if more rooms were booked than projected the rate could go even lower for 2016. Please let me know how your stay was at this Drury or suggestions you may have for 2016. Email: abca@embarqmail.com

Elections for 2016 will be here before you know it. Each of you need to search your heart and say “where can I help?” Can I serve on the district level? Can I serve on the state level? How can I help my district? How can I help other Activity Directors be a part of this professional organization? Can I make phone calls? Can I send emails? Each of you know what it was like the first time you attended your first conference of district meeting so how can you help those future AD’s in feeling more at ease? All offices are up for election on state and district level. Please say a prayer and ask for guidance as to where your talents are best served.

“Expect the unexpected. Life is not meant to be easy. We all have our challenges. It’s how we respond to them that really matters.” Peter Waite

I.A.D.A. Activity Course

Congratulations to students who completed the Mepap 2nd Edition Part 1-11 on Sunday, April 19th. Certificates were received by students.



Left to right front row: Debbie Itani and Donna Wolfe
Second Row: Megan Dedeic, Tylene Moody, Jody Campbell and Julia Martinez
Good Luck as you continue your career as Activity Director!

Spring Class of 2015 was completed on April 19th. There were 6 students in the class:

1. Jody Campbell – Zionsville, IN
2. Megan Dedeic – Greenwood, IN
3. Debbie Itani – Zionsville, IN
4. Julia Martinez – Indianapolis, IN
5. Tylene Moody – Indianapolis, IN
6. Donna Wolfe – Indianapolis, IN

Our next class will begin: August, 8th, 9th, 22nd and 23rd
September 12th, 13th, 26th and 27th
October 11th, 12th, 24th and 25th

Dates are subject to change, and are a little off due to our regular date to meet would be September 5th and 6th which is Labor Day Week-end.

Cost is \$450.00 for non-members which includes text book and 1 year membership to IADA.

Cost for Members is: \$400.00, also includes textbook.

Please contact Glenda Dearth, Instructor at 765-618-6426 for information regarding next class available. I have already had 4 phone calls regarding Fall Class.

I will be traveling along with Barb Eckert, IADA President to Raleigh Durham for NCCAP National Symposium June 3-7th returning on the 8th.

Next year I will have to take a refresher course to continue to teach, I would have done it this year but, found out after travel plans had been made. So I will do it next year.

Respectfully Submitted,
Glenda Dearth, BS, ADC/EDU/CDP
IADA Activity Directors Course Instructor

IADA Nominations

Hello all. It is time again for nominations of Executive Board officers. All positions are open for nominating until Friday, May 29, 2015, and during elections at the annual business meeting. Please send nominations to Erica Thomas IADA State Secretary at ericadthomas@yahoo.com. The slate of officers will then be sent with the dates for requesting and voting absentee. The following positions are available:

President:

1st Vice President Membership:

2nd Vice President Education:

Secretary:

Treasurer:

Co-Treasurer:

Please remember that district elections must be held prior to the Fall Convention. Thanks for your time. Erica

District 1 News

District 1 May educational meeting will feature Sarah Milligan from the Alzheimer's Association and will be speaking on Effective Communication Strategies for the Alzheimer's person. Communication is more than just talking and listening – it's also about sending and receiving messages through attitude, tone of voice, facial expressions and body language. As people with Alzheimer's disease and other dementias progress in their journey and the ability to use words is lost, families need new ways to connect. Join us to explore how communication takes place when someone has Alzheimer's, learn to decode the verbal and behavioral messages delivered by someone with dementia, and identify strategies to help you connect and communicate at each stage of the disease.

For more information please about this upcoming meeting please contact District 1 president Amanda Benson at abenson@hamiltoncomm.org or 574-654-2217.

District 2 News

Happy Spring everyone!

Thank goodness spring is here! It was great to see fellow Activity Directors as the spring workshop in Indy. What a great conference and turn out! A big thank you to our state board officers who work so hard to provide educational sessions so that may continue to learn and grow in our field!

We are alive and kickin' here in district 2. We are preparing for our next meeting at Sacred Heart in Avilla on Tuesday May 19th. We are also busy preparing for our summer seminar (full day of education and CEU's are available) at Lutheran Life Villages in Fort Wayne on Tuesday July 21st. More details to come! If you would like more information, please contact Chris Buckland at cbuckland@goldenyearshome.org. We would love to have our biggest turn out yet, so come and join us!

Please check out our Facebook page. Search IADA district 2, click on like to follow. We would love to have more interaction on discussions, post pictures, recipes, craft ideas, etc. Current topic is what are you doing for National Nursing Home week? So come on! What are you waiting for?!

Until next time,
Chris Buckland ADC/SSD AS
District 2 President

District 5 News



This picture was taken at our last meeting. Glenda Dearth with Brian from Carmel Health & Rehab and instructor, Kay Johns from Rock Steady Boxing, a program for Parkinson Disease patients. Six people attended the meeting. Our next meeting is Tuesday, June 16 @ 9 AM at the Altenheim. Speaker to be determined.

District 8 News

We had a great turnout April 16 for a day workshop! A retired surveyor spoke about what they look for in activities during the survey process. Local ombudsmen discussed the different ways they help the clients they serve. There were local speakers from a variety of historical locations giving attendees ideas for potential outings and activities. The rest of the day was spent discussing tools available for planning programs, the percentage of programming needed for different parts of the population and a variety of activities for fulfilling the needs of the residents.

Our next meeting is June 16 at Northwood retirement Center in Jasper at noon, eastern time. The topic is 'Writing Great Care Plans'.

Submitted by,
Erica Thomas

In The Kitchen

Here is a quick easy recipe that my grandkids loved and would be good for a group.

Fun dessert or afternoon delight

- 1 package or however many you want to make phylo premade cups (usually come in a pack of 15 in freezer at store)
- fillings of choice - pudding, pie filling, could be salads (tuna, shrimp etc.) can custom this to your group if using puddings or pie filling can use reduced calorie, sugar free etc and cool whip for topping
- just fill the cups and enjoy

You could prepare this prior to or as a group letting them choose what they want to fill them with. I top mine with fruit and or spray crème topping. You can also reminisce about cooking, grandkids in kitchen, events, topics are endless.

Submitted by:
Sharon Hartwell
Activity Director
IU Health White Memorial Hospital

SAVE THE DATES

IADA 2015 FALL ACTIVITY DIRECTOR COURSE

August, 8th, 9th, 22nd and 23rd
September 12th, 13th, 26th and 27th
October 11th, 12th, 24th and 25th

IADA Fall Conference

October 14-16, 2015

The Season's Lodge, Nashville, IN

The conference speaker is national speaker Debbie Hommel ACC/MC/EDU, CTRS from New Jersey. Some of the topics include ABC of care plans, Activity Director survival guide and Boys night out and much more.

Spring Workshop was very successful. There were 98 in attendance with 39 new attendees. The feedback was positive about the speaker, venue and the lunches. Most folks have seen enough social media and want documentation and ideas for dementia programing.

ACCREDITATION RENEWAL

Don't forget, if your accreditation is up for renewal you must send in your hours before the end of the year. The following AD's are due for renewal in 2015:

Christia Allen, Amanda Benson, Janice Bradley, Brian Daniels, Sheila Daws, Glenda Dearth, Julie Dozier, Rachel Fox, Natasha Graves, Lori Hammons, Jan Horvath, Toni Jacobsma, Tara McClain, Mary Kay O'Connell, Glenda Rowe, Marianne Shenefield and Shari Waltman.

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